



**Town of Arlington, Massachusetts**  
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## **Building Committee Minutes 7/5/2011**

### **TOWN OF ARLINGTON MINUTES COMMITTEE MEETING PERMANENT TOWN BUILDING COMMITTEE Tuesday, July 5, 2011**

PRESENT: Robert Jefferson, Bill Shea, John Cole, Mark Miano, Suzanne Robinson

ABSENT: Jeff Thielman, Rob Juusola, Michael Boujoulian, Adam Chapdelaine

Guest: Eric Ammondson - Ammondson Architects  
 Bonne DeSousa - Turowski2 Architecture

Meeting was called to order at 7:30 PM

#### **Community Safety**

Mr. Ammondson made a proposal for his services for Phase 2B of the Community Safety Building. Basic services are \$210,916 and reimbursable are \$17,000, the committee unanimously approved going forward with his proposal.

#### **Change orders - Highland**

Castagna #44 \$2,652.00

#### **Change orders – Stratton**

Unicon #1 \$33,638.00

#### **The following invoices were approved:**

Stratton	Unicon #3	\$302,894.00
Highland	Castagna #12	\$290,293.45
	Progressive #2289	\$3,743.45
	Butler #30022	\$5,577.78
	L W Bills #6802	\$6,808.85
	L W Bills #6803	\$6,008.50
	Briggs #55386	\$428.00
	RFS #3	\$3,504.00
	RFS #4	\$460.00

Central	Castagna #12	\$438.03
Community Safety	Chapman #11	\$152,899.87

**Ammondson Notes:**

## Phase 1

1. Status update. Mr. Ammondson gave an overview of the status of completion. Chapman has completed all punch list work except minor painting touchup and installing several bolts in one of the pergolas. The last item to be submitted are the closeout documents. It is expected that all work will be completed and closeout documents submitted within two weeks.

2. Chapman is finalizing the maintenance list for the plaza. A. Chapdelaine is developing a memo of agreement with the AHA regarding repairs and maintenance of the plaza.

3. Mr. Ammondson presented Chapman's Application for Payment #11 for \$152,899.87. This includes all retainage, represents an overall completion of 99% and leaves \$11,500 for project completion. The PTBC unanimously approved this requisition for payment.

**Phase 2**

1. Mr. Ammondson presented a revised preliminary project schedule, with a DD cost estimate available 9/20, bidding in early January, 2012 and a construction start in March, 2012. The PTBC agreed to accept this schedule, pending the outcome of the DD cost estimate.

2. Mr. Ammondson presented a revised price proposal, consultants' scope of services and project schedule (dated 6/24/11) as a revision to our 4/5/10 contract with the Town. The amount of Basic Services for Phase 2B through Bidding is \$210,916. The PTBC unanimously approved this proposal and directed Ammondson to proceed as per the revised schedule.

3. Next meeting. The PTBC requested that Mr. Ammondson attend the 8/2/11 PTBC to give a project update.

**Turowski2 Minutes:**

Stratton Elementary School Improvements Phase 1 and Phase 2

Phase 1 Complete. Affidavits Issued.

Phase 2 Status

New Site Superintendent: Very capable.

Project Management: Now that work is underway the contractor is much more responsive to issues, they are still challenged regarding paperwork.

Construction Progress:

Demolition is well underway. Ceiling salvage has gone well. New electrical and HVAC infrastructure work is ongoing. Window installation is ongoing. Interior Asbestos Abatement and Window Abatement are proceeding. HVAC and Electrical Contractors are working very efficiently and are very prepared. Abatement coordination issues are being worked out.

Existing Conditions Issues

1) 6/29 Louver: new conditions uncovered behind unit vents and at brick veneer mean that reuse of existing louvers is best way to go for schedule. PR 8 revised to include new flange at interior face of wall, insect screen and washing of louvers

2) 6/29 Interior Masonry Cracks: numerous cosmetic cracks visible above the unit ventilators. A rough estimate of cost impact is \$200.00/ room 30 rooms or approximately \$5200.00. Work should be completed before unit vents are placed. Some cracks can be caulked and painted others need to be ground out and filled with masonry. Brian Defilippis to do a quantification.

3) 7/05 Asbestos at areas where coring will occur for new electrical: these locations were not called out specifically in plans. This may be an additional cost to abate. 7/05 Discussions going on whether it will be minicontainments or a simpler process of coring with a shroud over the drill and a HEPA vacuum. Mini containments are 300450\$ per location +/34 locations: \$10,200\$15,300. This cost should be offset against the glovebag price for fittings. The shroud/HEPA Vacuum process could reduce cost to \$1000.00. F&O has question into DEP. We understand protocol is used by Boston Housing Authority.

Schedule: Demolition / Abatement activities may take 3 weeks instead of anticipated 2 weeks however new work will proceed simultaneously and no major impact to the overall schedule is anticipated. The new Site Superintendent will be developing his Two Week Look Ahead schedule on a roombyroom basis.

#### Proposal Requests

##### Outstanding Proposals

PR #1 (Eliminate Drain at Boiler) \$2,566.00	Need breakdown to process
PR #10 Variable Frequency Drives	May not be required
PR # 11 6 Port Data outlet at Computer room	Part of school district upgrade
PR # 12 Interior masonry repairs at exterior wall	Lump sum/ Per location/ perLF

Looking forward:

1) Ceiling height and pipe routing issues were discussed 6/29.

2) Existing to remain Steam convectors at Admin Lobby. HVAC contractor has not yet found the supply lines for steam cabinet heaters to remain in place. If supply line is cut and cannot be reconnected to steam these heaters may need to be converted to hot water or be replaced.

Discussion: Heat must be provided to the main lobby

3) Reinsulation of Piping at Gymnasium wing. The contractor was instructed to reinsulated at no cost to the Owner. The contractor indicates he plans to request payment for re insulating piping that was out of scope.

Discussion: The building committee will wait to see the final outcome of all abatement activities before making a determination.

4) Variable Frequency Drives and other equipment:

Discussion: Rebates should be pursued for Variable Frequency Drives and other equipment such as boilers

5) Project Contingency BSD asked for an update on the Construction Contingency amount. Bill Shea will provide an update at the next meeting. The Committee anticipates reimbursement in a timely fashion from MSBA so there should be no cash flow issues. BSD reported that Kevin Nigro anticipates approval of the Phase 1 reimbursement the 3rd week of July followed by one week processing followed by payment within 2 weeks.

6) Architect attendance at PTBC meetings.

BSD asked for clarification on role of OPM at project meetings and in preparing budgets. JC stated that typically Architects and Project Managers attended PTBC meetings, that PMA attends other meetings and that T2 should continue to attend meetings going forward.

#### Phase 2 Action Items

Phase 2 Change Order # 1 Signature \$33,638.00 Signatures provided.  
BSD/MM to distribute

Phase 2 Application for Payment #3 \$302,894.00 Approved  
BSD/MM to distribute

#### Proposal Requests

PR #2 increase in insulation \$3,036.00 Approved

PR #3 HVAC Changes \$3,395.00 Approved

PR #6 Unit vents at Rooms 27/27A Not Approved  
PR# 8 Faceplate in lieu of louver \$6500.00 Approved Not To Exceed  
PR # 12 Interior Masonry cracks \$5000.00 Approved Not To Exceed

Adjourned at 9:30 PM

Respectfully submitted,

Bill Shea